

Calendar No. 373

111TH CONGRESS
2D SESSION**S. 736****[Report No. 111-184]**

To provide for improvements in the Federal hiring process, and for other purposes.

IN THE SENATE OF THE UNITED STATES

MARCH 30, 2009

Mr. AKAKA (for himself, Mr. VOINOVICH, and Mr. CARPER) introduced the following bill; which was read twice and referred to the Committee on Homeland Security and Governmental Affairs

MAY 12, 2010

Reported by Mr. LIEBERMAN, with an amendment

[Strike out all after the enacting clause and insert the part printed in italic]

A BILL

To provide for improvements in the Federal hiring process,
and for other purposes.

1 *Be it enacted by the Senate and House of Representa-*
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Federal Hiring Process
5 Improvement Act of 2009”.

1 **SEC. 2. DEFINITION.**

2 In this Act, the term “agency”—

3 (1) means an Executive agency as defined
4 under section 105 of title 5, United States Code;
5 and

6 (2) shall not include the Government Account-
7 ability Office.

8 **SEC. 3. STRATEGIC WORKFORCE PLAN.**

9 (a) IN GENERAL.—

10 (1) DEVELOPMENT OF PLAN.—Not later than
11 180 days after the date of enactment of this Act and
12 in every subsequent year, the head of each agency,
13 in consultation with the Chief Human Capital Offi-
14 cers Council, shall develop a strategic workforce plan
15 as part of the agency performance plan required
16 under section 1115 of title 31, United States Code,
17 to include—

18 (A) hiring projections, including occupation
19 and grade level;

20 (B) long-term and short-term strategic
21 human capital planning to address critical skills
22 deficiencies;

23 (C) recruitment strategies to attract highly
24 qualified candidates from diverse backgrounds;
25 and

1 ~~(D)~~ streamlining the hiring process to con-
 2 form with the provisions in this Act.

3 ~~(2) INCLUSION IN PERFORMANCE PLAN.—~~Sec-
 4 tion ~~1115(a)~~ of title ~~31~~, United States Code, is
 5 amended—

6 ~~(A)~~ in paragraph ~~(5)~~, by striking “and”
 7 after the semicolon;

8 ~~(B)~~ in paragraph ~~(6)~~, by striking the pe-
 9 riod and inserting “and”; and

10 ~~(C)~~ by adding at the end the following:

11 “~~(7)~~ include the strategic workforce plan devel-
 12 oped under section ~~3~~ of the Federal Hiring Process
 13 Improvement Act of 2009.”.

14 ~~(b) HIRING PROJECTIONS.—~~Agencies shall make hir-
 15 ing projections made under strategic workforce plans
 16 available to the public.

17 ~~(c) SUBMISSION TO THE OFFICE OF PERSONNEL~~
 18 ~~MANAGEMENT.—~~Each agency strategic workforce plan
 19 shall be submitted to the Office of Personnel Management.

20 **SEC. 4. FEDERAL JOB VACANCY ANNOUNCEMENTS.**

21 ~~(a) TARGETED ANNOUNCEMENTS.—~~In consultation
 22 with the Chief Human Capital Officers Council, the head
 23 of each agency shall—

1 (1) take steps necessary to target highly quali-
 2 fied applicant pools with diverse backgrounds before
 3 posting job announcements;

4 (2) clearly and prominently display job an-
 5 nouncements in strategic locations convenient to
 6 such targeted applicant pools; and

7 (3) seek to develop relationships with targeted
 8 applicant pools to develop regular pipelines for high-
 9 quality applicants.

10 (b) PUBLIC NOTICE REQUIREMENTS.—The require-
 11 ments of subsection (a) shall not supersede public notice
 12 requirements.

13 (c) PLAIN WRITING REQUIREMENT.—

14 (1) DEFINITION.—In this subsection, the term
 15 “plain writing” means writing that the intended au-
 16 dience can readily understand and use because that
 17 writing is clear, concise, well-organized, and follows
 18 other best practices of plain writing.

19 (2) REQUIREMENT.—Not later than 180 days
 20 after the date of enactment of this Act, all Federal
 21 job announcements for competitive positions shall be
 22 written in plain writing.

1 **SEC. 5. APPLICATION PROCESS AND NOTIFICATION RE-**
2 **QUIREMENTS.**

3 (a) APPLICATION PROCESS.—Not later than 180
4 days after the date of enactment of this Act and in con-
5 sultation with the Chief Human Capital Officers Council,
6 the head of each agency shall develop processes to—

7 (1) ensure that vacancy announcements are
8 open for a reasonable period of time as determined
9 by the head of the agency to allow targeted, highly
10 qualified applicants from diverse backgrounds time
11 to submit an application;

12 (2) ensure that vacancy announcements include
13 contact information for applicants who seek further
14 information about the announcement;

15 (3) review and revise the hiring process of the
16 agency to create a streamlined and timely system for
17 hiring decisions;

18 (4) allow applicants to submit a cover letter, re-
19 sume, and answers to brief questions, such as ques-
20 tions relating to United States citizenship and vet-
21 erans status, to complete an application;

22 (5) allow applicants to submit application mate-
23 rials in a variety of formats, including word proc-
24 essing documents and portable document format;

25 (6) not require any applicant to provide a So-
26 cial Security number or any other personal identi-

1 fying information unnecessary for the initial review
2 of an applicant for a position;

3 ~~(7)~~ not require lengthy writing requirements
4 such as knowledge, skills, and ability essays as part
5 of an initial application;

6 ~~(8)~~ not require the submission of additional ma-
7 terial in support of an application, such as edu-
8 cational transcript, proof of veterans status, and
9 professional certifications, unless necessary to com-
10 plete the application process;

11 ~~(9)~~ ensure that applicants are given a reason-
12 able amount of time after the closing date of the job
13 announcement to provide additional necessary infor-
14 mation; and

15 ~~(10)~~ include the hiring manager in all parts of
16 the application process, including—

17 ~~(A)~~ targeted recruitment;

18 ~~(B)~~ drafting the job announcement;

19 ~~(C)~~ review of the initial applications;

20 ~~(D)~~ interviewing the applicants; and

21 ~~(E)~~ the final decisionmaking process.

22 ~~(b) NOTIFICATION REQUIREMENTS.—~~

23 ~~(1) IN GENERAL.—~~In consultation with the
24 Chief Human Capital Officers Council, the head of
25 each agency shall develop mechanisms under which

1 each applicant for a Federal job vacancy shall re-
2 ceive timely notification of the status of their appli-
3 cations or provide the applicant the ability to check
4 on the status of their applications.

5 (2) CONTENTS OF NOTIFICATION.—A notifica-
6 tion to an applicant under this subsection shall in-
7 clude—

8 (A) notice of receipt of an application not
9 later than 5 business days after the application
10 was received by the employing agency;

11 (B) an explanation of the hiring process
12 and an estimated timeline of the next actions in
13 the process;

14 (C) notice the qualification and status of
15 an applicant after all applications for the appli-
16 cable position have been initially reviewed and
17 ranked;

18 (D) notice of the qualifications and status
19 of the applicant after all interviews for the ap-
20 plicable position are completed;

21 (E) for all applicants selected for an inter-
22 view, notice of the ongoing process if selected,
23 including the process for any needed security
24 clearance or suitability review, not later than
25 the date of the interview; and

1 ~~(F)~~ notice to nonaccepted applicants that
 2 the applicable position is not open not later
 3 than 10 business days after the date on
 4 which—

5 (i) the selected candidate has accepted
 6 an offer of employment; or

7 (ii) the job announcement has been
 8 cancelled.

9 **SEC. 6. APPLICANT INVENTORY.**

10 ~~(a) IN GENERAL.~~—Section 3330 of title 5, United
 11 States Code, is amended—

12 ~~(1)~~ by redesignating subsections ~~(e)~~ and ~~(f)~~ as
 13 subsections ~~(f)~~ and ~~(g)~~, respectively; and

14 ~~(2)~~ by inserting after subsection ~~(d)~~ the fol-
 15 lowing:

16 ~~“(e)(1)~~ The Office of Personnel Management shall es-
 17 tablish and keep current a comprehensive inventory of in-
 18 dividuals seeking employment in the Federal Government.

19 ~~“(2)~~ The inventory under this subsection shall—

20 ~~“(A)~~ be made available to agencies for use in
 21 filling vacancies;

22 ~~“(B)~~ contain information voluntarily provided
 23 by applicants for employment, including—

24 ~~“(i)~~ the resume and contact information
 25 provided by the applicant; and

1 “(ii) any other information which the Of-
2 fice considers appropriate;

3 ~~“(C) retain information for no longer than 1~~
4 ~~calendar year;~~

5 ~~“(D) not include information relating to—~~

6 ~~“(i) the application of the applicant for a~~
7 ~~specific vacancy announcement; or~~

8 ~~“(ii) any other information relating to va-~~
9 ~~cancy announcements; and~~

10 ~~“(E) shall provide for a mechanism to allow—~~

11 ~~“(i) applicants to update resume contact~~
12 ~~information; and~~

13 ~~“(ii) agency officials to search information~~
14 ~~in the inventory by agency and job classifica-~~
15 ~~tion.”.~~

16 (b) **EFFECTIVE DATE.**—The amendment made by
17 subsection (a) shall take effect 180 days after the date
18 of enactment of this Act.

19 **SEC. 7. TRAINING.**

20 Not later than 120 days after the date of enactment
21 of this Act—

22 (1) in consultation with the Chief Human Cap-
23 ital Officers Council, the Office of Personnel Man-
24 agement shall develop and notify agencies of a train-

1 ing program for human resources professionals to
 2 implement the requirements of this Act; and

3 ~~(2)~~ each agency shall develop and submit to the
 4 Office of Personnel Management a plan to imple-
 5 ment the training program.

6 **SEC. 8. REDUCTION IN THE LENGTH OF THE HIRING PROC-**
 7 **ESS.**

8 ~~(a)~~ AGENCY PLANS.—In consultation with the Chief
 9 Human Capital Officers Council, the head of each agency
 10 shall develop a plan to reduce the length of the hiring
 11 process.

12 ~~(b)~~ REQUIREMENTS.—To the extent practical, the
 13 plan shall require that each agency fill identified vacancies
 14 not later than an average of 80 calendar days after the
 15 date of identification of the vacancy.

16 ~~(c)~~ REPORTS.—Each agency shall submit an annual
 17 report to Congress on the period of time required to fill
 18 each vacancy, and whether vacancies are cancelled or re-
 19 opened.

20 **SEC. 9. MEASURES OF FEDERAL HIRING EFFECTIVENESS.**

21 ~~(a)~~ IN GENERAL.—Each agency shall measure and
 22 collect information on indicators of hiring effectiveness
 23 with respect to the following:

24 ~~(1)~~ RECRUITING AND HIRING.—

1 (A) Ability to reach and recruit well-quali-
2 fied talent from diverse talent pools.

3 (B) Use and impact of special hiring au-
4 thorities and flexibilities to recruit most quali-
5 fied applicants.

6 (C) Use and impact of special hiring au-
7 thorities and flexibilities to recruit diverse can-
8 didates, including veteran, minority, and dis-
9 abled candidates.

10 (D) The age, educational level, and source
11 of applicants.

12 (E) Length of time between the time a po-
13 sition is advertised and the time a first offer of
14 employment is made.

15 (F) Length of time between the time a
16 first offer of employment for a position is made
17 and the time a new hire starts in that position.

18 (G) Number of internal and external appli-
19 cants for Federal positions.

20 (2) HIRING MANAGER ASSESSMENT.—

21 (A) Manager satisfaction with the quality
22 of new hires.

23 (B) Manager satisfaction with the match
24 between the skills of newly hired individuals
25 and the needs of the agency.

1 (C) Manager satisfaction with the hiring
2 process and hiring outcomes.

3 (D) Mission-critical deficiencies closed by
4 new hires and the connection between mission-
5 critical deficiencies and annual agency perform-
6 ance.

7 (3) APPLICANT ASSESSMENT.—Applicant satis-
8 faction with the hiring process (including clarity of
9 job announcement, reasons for withdrawal of appli-
10 cation should that apply, user-friendliness of the ap-
11 plication process, communication regarding status of
12 application, and timeliness of hiring decision).

13 (4) NEW HIRE ASSESSMENT.—

14 (A) New hire satisfaction with the hiring
15 process (including clarity of job announcement,
16 user-friendliness of the application process,
17 communication regarding status of application,
18 and timeliness of hiring decision).

19 (B) Satisfaction with the onboarding expe-
20 rience (including timeliness of onboarding after
21 the hiring decision, welcoming and orientation
22 processes, and being provided with timely and
23 useful new employee information and assist-
24 ance).

25 (C) New hire attrition.

1 ~~(D)~~ Investment in training and develop-
 2 ment for employees during their first year of
 3 employment.

4 ~~(E)~~ Other indicators and measures as re-
 5 quired by the Office of Personnel Management.

6 ~~(b)~~ REPORTS.—

7 ~~(1)~~ IN GENERAL.—Each agency shall submit an
 8 annual report of the information collected under
 9 subsection ~~(a)~~ to the Office of Personnel Manage-
 10 ment.

11 ~~(2)~~ AVAILABILITY OF RECRUITING AND HIRING
 12 INFORMATION.—Each year the Office of Personnel
 13 Management shall provide the information under
 14 subsection ~~(c)~~(1) in a consistent format to allow for
 15 a comparison of hiring effectiveness and experience
 16 across demographic groups and agencies to—

17 ~~(A)~~ Congress before that information is
 18 made publicly available; and

19 ~~(B)~~ the public on the website of the Office.

20 ~~(c)~~ REGULATIONS.—Not later than 180 days of the
 21 date of enactment of this Act, the Office of Personnel
 22 Management shall prescribe regulations directing the
 23 methodology, timing, and reporting of the data described
 24 in subsection ~~(a)~~.

1 **SEC. 10. REGULATIONS.**

2 (a) ~~IN GENERAL.—Except as provided under section~~
 3 ~~9(c), not later than 120 days after the date of enactment~~
 4 ~~of this Act, the Director of the Office of Personnel Man-~~
 5 ~~agement shall prescribe regulations as necessary to carry~~
 6 ~~out this Act.~~

7 (b) ~~CONSULTATION.—The Director of the Office of~~
 8 ~~Personnel Management shall consult the Chief Human~~
 9 ~~Capital Officers Council in the development of regulations~~
 10 ~~under this section.~~

11 **SEC. 11. AUTHORIZATION OF APPROPRIATIONS.**

12 There are authorized to be appropriated such sums
 13 as may be necessary for the Office of Personnel Manage-
 14 ment to carry out this Act for fiscal year 2009 and for
 15 each subsequent fiscal year.

16 **SECTION 1. SHORT TITLE.**

17 *This Act may be cited as the “Federal Hiring Process*
 18 *Improvement Act of 2010”.*

19 **SEC. 2. DEFINITION.**

20 *In this Act, the term “agency”—*

21 *(1) means an Executive agency as defined under*
 22 *section 105 of title 5, United States Code; and*

23 *(2) shall not include the Government Account-*
 24 *ability Office.*

25 **SEC. 3. STRATEGIC WORKFORCE PLAN.**

26 (a) *IN GENERAL.—*

1 (1) *DEVELOPMENT OF PLAN.*—Not later than 180
2 *days after the date of enactment of this Act and in*
3 *every subsequent year, the head of each agency, in*
4 *consultation with the Office of Personnel Management*
5 *and the Office of Management and Budget, shall de-*
6 *velop a strategic workforce plan as part of the agency*
7 *performance plan required under section 1115 of title*
8 *31, United States Code, to include—*

9 *(A) hiring projections, including occupation*
10 *and grade level;*

11 *(B) long-term and short-term strategic*
12 *human capital planning to address critical skills*
13 *deficiencies;*

14 *(C) recruitment strategies to attract highly*
15 *qualified candidates from diverse backgrounds;*

16 *(D) streamlining the hiring process to con-*
17 *form with the provisions in this Act; and*

18 *(E) a specific analysis of the contractor*
19 *workforce, whether the balance between work*
20 *being performed by the Federal workforce and*
21 *the contractor workforce should be adjusted, and*
22 *the capacity of the agency to manage employees*
23 *who are not Federal employees and are doing the*
24 *work of the Government.*

1 (2) *INCLUSION IN PERFORMANCE PLAN.*—Section
2 1115(a) of title 31, United States Code, is amended—

3 (A) in paragraph (5), by striking “and”
4 after the semicolon;

5 (B) in paragraph (6), by striking the period
6 and inserting “; and”; and

7 (C) by adding at the end the following:

8 “(7) include the strategic workforce plan devel-
9 oped under section 3 of the Federal Hiring Process
10 Improvement Act of 2010.”.

11 (b) *HIRING PROJECTIONS.*—Agencies shall make hir-
12 ing projections made under strategic workforce plans avail-
13 able to the public, including on agency websites.

14 (c) *SUBMISSION TO THE OFFICE OF PERSONNEL MAN-*
15 *AGEMENT.*—Each agency strategic workforce plan shall be
16 submitted to the Office of Personnel Management.

17 (d) *GOVERNMENTWIDE STRATEGIC WORKFORCE*
18 *PLAN.*—Based on the agency plans submitted under sub-
19 section (a), the Office of Personnel Management shall—

20 (1) develop a governmentwide strategic workforce
21 plan updated at least annually to include the contents
22 described under subsection (a)(1) on a government-
23 wide basis; and

24 (2) make such plan available to the President,
25 Congress, and the public.

1 **SEC. 4. FEDERAL JOB ANNOUNCEMENTS.**

2 (a) *TARGETED ANNOUNCEMENTS.*—*In consultation*
 3 *with the Chief Human Capital Officers Council, the head*
 4 *of each agency shall—*

5 (1) *take steps necessary to target highly qualified*
 6 *applicant pools with diverse backgrounds before post-*
 7 *ing job announcements;*

8 (2) *clearly and prominently post job announce-*
 9 *ments in strategic locations convenient to, and acces-*
 10 *sible by, such targeted applicant pools;*

11 (3) *seek to develop relationships with targeted*
 12 *and diverse applicant pools to develop regular pipe-*
 13 *lines for high-quality applicants; and*

14 (4) *post job announcements for a reasonable pe-*
 15 *riod of time.*

16 (b) *PUBLIC NOTICE REQUIREMENTS.*—*The require-*
 17 *ments of subsection (a) shall not supersede public notice re-*
 18 *quirements.*

19 (c) *PLAIN WRITING REQUIREMENT.*—

20 (1) *DEFINITION.*—*In this subsection, the term*
 21 *“plain writing” means writing that the intended au-*
 22 *dience can readily understand and use because that*
 23 *writing is clear, concise, well-organized, and follows*
 24 *other best practices of plain writing.*

25 (2) *REQUIREMENT.*—*Not later than 180 days*
 26 *after the date of enactment of this Act, all job an-*

1 *nouncements for Federal positions shall be in plain*
 2 *writing in accordance with guidance provided by the*
 3 *Office of Management and Budget.*

4 (d) *CONTACT INFORMATION.*—*Job announcements*
 5 *shall include contact information for applicants to seek fur-*
 6 *ther information.*

7 **SEC. 5. APPLICATION PROCESS AND NOTIFICATION RE-**
 8 **QUIREMENTS.**

9 (a) *APPLICATION PROCESS.*—*Not later than 180 days*
 10 *after the date of enactment of this Act and in consultation*
 11 *with the Office of Personnel Management and the Office of*
 12 *Management and Budget, the head of each agency shall de-*
 13 *velop processes to—*

14 (1) *ensure that job announcements are open for*
 15 *a reasonable period of time as determined by the head*
 16 *of the agency to allow applicants from diverse back-*
 17 *grounds time to submit an application;*

18 (2) *review and revise the hiring process of the*
 19 *agency to create a streamlined and timely system for*
 20 *hiring decisions;*

21 (3) *allow applicants to submit a cover letter, re-*
 22 *sume, and answers to brief questions, such as ques-*
 23 *tions relating to United States citizenship and vet-*
 24 *erans status, to complete an application;*

1 (4) allow applicants to submit application mate-
2 rials in a variety of formats, including word proc-
3 essing documents and portable document format;

4 (5) not require any applicant to provide a So-
5 cial Security number or any other personal identi-
6 fying information unnecessary for the initial review
7 of an applicant for a position;

8 (6) not require lengthy writing requirements
9 such as knowledge, skills, and ability essays as part
10 of an initial application;

11 (7) not require the submission of additional ma-
12 terial in support of an application, such as edu-
13 cational transcript, proof of veterans status, and pro-
14 fessional certifications, unless necessary to complete
15 the hiring process;

16 (8) provide for a valid, job-related assessment
17 process to help identify the best candidates for the po-
18 sition to be filled and which does not place an unrea-
19 sonable burden upon applicants;

20 (9) ensure that applicants are given a reasonable
21 amount of time after the closing date of the job an-
22 nouncement to provide additional necessary informa-
23 tion; and

24 (10) include the hiring manager in all parts of
25 the hiring process, including—

- (A) *targeted recruitment;*
- (B) *drafting the job announcement;*
- (C) *review of the initial applications;*
- (D) *interviewing the applicants; and*
- (E) *the final decisionmaking process.*

(b) *NOTIFICATION REQUIREMENTS.—*

(1) *IN GENERAL.—In consultation with the Chief Human Capital Officers Council, the head of each agency shall develop mechanisms under which each applicant for a Federal job vacancy shall receive timely notification of the status of each application or provide the applicant the ability to check on the status of each application.*

(2) *CONTENTS OF NOTIFICATION.—A notification to an applicant under this subsection shall include—*

(A) *notice of receipt of an application not later than 5 business days after the application was received by the employing agency;*

(B) *an explanation of the hiring process and an estimated timeline of the next actions in the process;*

(C) *notice of the qualification and status of an applicant after all applications for the applicable position have been initially reviewed and ranked;*

1 (D) notice of the qualifications and status
 2 of the applicant after all interviews for the ap-
 3 plicable position are completed;

4 (E) for all applicants selected for an inter-
 5 view, notice of the ongoing process if selected, in-
 6 cluding the process for any needed security clear-
 7 ance or suitability review, not later than the
 8 date of the interview; and

9 (F) notice to nonaccepted applicants that
 10 the applicable position is not open not later than
 11 10 business days after the date on which—

12 (i) the selected candidate has accepted
 13 an offer of employment; or

14 (ii) the job announcement has been
 15 cancelled.

16 **SEC. 6. APPLICANT INVENTORY.**

17 (a) *IN GENERAL.*—Section 3330 of title 5, United
 18 States Code, is amended—

19 (1) by redesignating subsections (e) and (f) as
 20 subsections (f) and (g), respectively; and

21 (2) by inserting after subsection (d) the fol-
 22 lowing:

23 “(e)(1) *The Office of Personnel Management shall es-*
 24 *tablish and keep current a comprehensive inventory of indi-*
 25 *viduals seeking employment in the Federal Government.*

1 “(2) *The inventory under this subsection shall—*

2 “(A) *be made available to agencies for use in fill-*
3 *ing vacancies;*

4 “(B) *contain information voluntarily provided*
5 *by applicants for employment, including—*

6 “(i) *the resume and contact information*
7 *provided by the applicant; and*

8 “(ii) *any other information which the Office*
9 *considers appropriate;*

10 “(C) *retain information for no longer than 1 cal-*
11 *endar year;*

12 “(D) *not include information relating to—*

13 “(i) *the application of the applicant for a*
14 *specific vacancy announcement; or*

15 “(ii) *any other information relating to va-*
16 *cancy announcements; and*

17 “(E) *shall provide for a mechanism to allow —*

18 “(i) *applicants to update resume, qualifica-*
19 *tions, and contact information; and*

20 “(ii) *agency officials to search information*
21 *in the inventory by agency and job classifica-*
22 *tion.”.*

23 (b) *EFFECTIVE DATE.—The amendment made by sub-*
24 *section (a) shall take effect 180 days after the date of enact-*
25 *ment of this Act.*

1 **SEC. 7. TRAINING.**

2 *Not later than 120 days after the date of enactment*
 3 *of this Act—*

4 *(1) in consultation with the Chief Human Cap-*
 5 *ital Officers Council, the Office of Personnel Manage-*
 6 *ment shall develop and notify agencies of a training*
 7 *program for human resources professionals to imple-*
 8 *ment the requirements of this Act; and*

9 *(2) each agency shall develop and submit to the*
 10 *Office of Personnel Management a plan to implement*
 11 *the training program.*

12 **SEC. 8. REDUCTION IN THE LENGTH OF THE HIRING PROC-**
 13 **ESS.**

14 *(a) AGENCY PLANS.—In consultation with the Office*
 15 *of Management and Budget, the head of each agency shall*
 16 *develop a plan to reduce the length of the hiring process,*
 17 *which shall include an analysis of the current hiring proc-*
 18 *ess performed in accordance with standards established by*
 19 *the Office of Personnel Management.*

20 *(b) REQUIREMENTS.—To the extent practical, the plan*
 21 *shall require that each agency fill identified vacancies not*
 22 *later than an average of 80 calendar days after the date*
 23 *of identification of the vacancy.*

24 *(c) REPORTS.—Each agency shall submit an annual*
 25 *report to Congress on the average period of time required*

1 *to fill each job, and whether such jobs are cancelled or re-*
 2 *opened.*

3 **SEC. 9. MEASURES OF FEDERAL HIRING EFFECTIVENESS.**

4 *(a) IN GENERAL.—Each agency shall measure and col-*
 5 *lect information on indicators of hiring effectiveness with*
 6 *respect to the following :*

7 *(1) RECRUITING AND HIRING.—*

8 *(A) Ability to reach and recruit highly*
 9 *qualified talent from diverse talent pools.*

10 *(B) Use and impact of each hiring author-*
 11 *ity and flexibility to recruit most qualified ap-*
 12 *plicants, including the use of student internships*
 13 *and scholarship programs as a talent pool for*
 14 *permanent hires.*

15 *(C) Use and impact of special hiring au-*
 16 *thorities and flexibilities to recruit diverse can-*
 17 *didates, including veteran, minority, and dis-*
 18 *abled candidates.*

19 *(D) The age, educational level, and source of*
 20 *applicants.*

21 *(E) Length of time between the time a posi-*
 22 *tion is advertised and the time a first offer of*
 23 *employment is made.*

1 (F) *Length of time between the time a first*
 2 *offer of employment for a position is made and*
 3 *the time a new hire starts in that position.*

4 (G) *Number of internal and external appli-*
 5 *cants for Federal positions.*

6 (H) *Number of positions filled compared to*
 7 *the specific number in the annual workforce plan*
 8 *of the agency, with specific reference to mission-*
 9 *critical occupations or areas of critical shortage*
 10 *deficiencies.*

11 (I) *Number of offers accepted compared to*
 12 *the number of offers made for permanent posi-*
 13 *tions.*

14 (2) *HIRING MANAGER ASSESSMENT.—*

15 (A) *Manager satisfaction with the quality of*
 16 *the applicants interviewed and new hires.*

17 (B) *Manager satisfaction with the match be-*
 18 *tween the skills of newly hired individuals and*
 19 *the needs of the agency.*

20 (C) *Manager satisfaction with the hiring*
 21 *process and hiring outcomes.*

22 (D) *Mission-critical deficiencies closed by*
 23 *new hires and the connection between mission-*
 24 *critical deficiencies and annual agency perform-*
 25 *ance.*

1 (E) *Manager satisfaction with the length of*
 2 *time to fill a position.*

3 (3) *APPLICANT ASSESSMENT.*—*Applicant satis-*
 4 *faction with the hiring process (including clarity of*
 5 *job announcement, reasons for withdrawal of any ap-*
 6 *plication, user-friendliness of the application process,*
 7 *communication regarding status of application, and*
 8 *timeliness of hiring decision).*

9 (4) *NEW HIRE ASSESSMENT.*—

10 (A) *New hire satisfaction with the hiring*
 11 *process (including clarity of job announcement,*
 12 *user-friendliness of the application process, com-*
 13 *munication regarding status of application, and*
 14 *timeliness of hiring decision).*

15 (B) *Satisfaction with the onboarding expe-*
 16 *rience (including timeliness of onboarding after*
 17 *the hiring decision, welcoming and orientation*
 18 *processes, and being provided with timely and*
 19 *useful new employee information and assist-*
 20 *ance).*

21 (C) *New hire attrition.*

22 (D) *Investment in training and develop-*
 23 *ment for employees during their first year of em-*
 24 *ployment.*

1 (E) *Other indicators and measures as re-*
 2 *quired by the Office of Personnel Management.*

3 (b) *REPORTS.—*

4 (1) *IN GENERAL.—Each agency shall submit on*
 5 *an annual basis and in accordance with regulations*
 6 *prescribed under subsection (c) the information col-*
 7 *lected under subsection (a) to the Office of Personnel*
 8 *Management.*

9 (2) *AVAILABILITY OF RECRUITING AND HIRING*
 10 *INFORMATION.—Each year the Office of Personnel*
 11 *Management shall provide the information submitted*
 12 *under paragraph (1) in a consistent format to allow*
 13 *for a comparison of hiring effectiveness and experi-*
 14 *ence across demographic groups and agencies to—*

15 (A) *Congress before that information is*
 16 *made publicly available; and*

17 (B) *the public on the website of the Office*
 18 *not later than 90 days after the submission of*
 19 *the information under paragraph (1).*

20 (c) *REGULATIONS.—Not later than 180 days after the*
 21 *date of enactment of this Act, the Director of the Office of*
 22 *Personnel Management shall prescribe regulations directing*
 23 *the methodology, timing, and reporting of the data de-*
 24 *scribed in subsection (a).*

1 **SEC. 10. REGULATIONS.**

2 (a) *IN GENERAL.*—*Except as provided under section*
3 *9(c), not later than 120 days after the date of enactment*
4 *of this Act, the Director of the Office of Personnel Manage-*
5 *ment shall prescribe regulations as necessary to carry out*
6 *this Act.*

7 (b) *CONSULTATION.*—*The Director of the Office of Per-*
8 *sonnel Management shall consult the Chief Human Capital*
9 *Officers Council in the development of regulations under*
10 *this section.*

Calendar No. 373

11TH CONGRESS
2^D Session

S. 736

[Report No. 111-184]

A BILL

To provide for improvements in the Federal hiring
process, and for other purposes.

MAY 12, 2010

Reported with an amendment